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ABSTRACT

Prepared in MARC format in accordance with the Ohio College Library Center (OCLC) standards, these specifications were developed at Colorado State University to catalog a group of government publications not listed in the Monthly Catalog of United States Publications. The resulting microfiche catalog produced through the OCLC Cataloging Subsystem consists of four sections or indexes--author, title, subject, and report/series; each is comparable to one of the four indexes of the Monthly Catalog. In the title index of the microfiche catalog, a full bibliographic record appears under each access point: abbreviated bibliographic records are given in the other three indexes. The specifications include the tag number, descriptive name, and treatment for each field, as well as the formats for each index. (FM)

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IR

SPECIFICATIONS FOR A COM CATALOG

DESIGNED

For

GOVERNMENT DOCUMENTS

By

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1981

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TO THE EDUCATIONAL RESOURCES INFORMATION CENTER (ERIC)."

IR009520

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INTRODUCTION

In 1978 Colorado State University Libraries (CSUL) received funding from the U.S. Office of Education for a Title II-C grant proposal to catalog a group of government publications not listed in the Monthly Catalog of United States Publications. The publications had been collected at Colorado State University over many years. According to provisions of the grant proposal, the publications received full descriptive and subject cataloging. Superintendent of Documents classification numbers had previously been locally assigned to the items. Cataloging was done through the OCLC Cataloging Subsystem. Using OCLC archival tapes as a basis, the Libraries, in association with a commercial vendor, produced a microfiche catalog for the items.

During development of the specifications for the microfiche catalog the format of the Monthly Catalog and the advice of local documents and reference personnel were considered. The resulting catalog is divided into four sections or indexes: author, title, subject, and report/series. These indexes are comparable to the four indexes of the Monthly Catalog. In the title index of the CSUL microfiche catalog a full bibliographic record appears under each access point. (Every bibliographic record generates at least one access point in the title index, since the title proper in MARC field 245 produces an access point regardless of the value of the first indicator of that field.) In the author, subject, and report/series indexes abbreviated bibliographic records appear under each access point. The classification number of the item appears under each access point in all indexes.

Two features of the specifications may be worthy of special mention. First, the report/series index includes the MARC field 490, "Series not Traced or Series Traced Differently," as an access point for pre-AACR2 records. This is the same as the series/report index of the Monthly Catalog. Second, the classification number of each item was input exclusively in the 099 field, "Local Call Number," of the OCLC record. Other fields, such as the 086 field, were not used.

Although these specifications do not address the issue, a final consideration of some importance is the arrangement of records on the microfiche. The records in the CSUL microfiche catalog are arranged in a scroll format. Beginning with the extreme left column of the display screen, records appear one directly beneath the other down the entire length of the column. The alphabetic sequence moves down each column from the extreme left column across the display screen to the extreme right column. Moreover, the access point appears at the head of each record whether or not the same access point appears at the head of the previous record. A single header or guide to entries appears on each fiche, but no alphabetic guide is printed at the top of each column. This particular type of arrangement was chosen because the same lengthy bibliographic and subject headings are repeated many times as access points in the CSUL microfiche catalog. For example, United States. Soil Conservation Service appears as an access point over 100 times in the author index, while Water resources development and its subdivisions appear repeatedly as headings in the subject catalog. Under these circumstances the scroll format with a printed heading for each record was considered a more desirable option for arrangement of records than a framed format.

The specifications were formulated in order to be applied to cataloging records which were prepared according to the Anglo-American Cataloging Rules. The records were prepared in MARC format in accordance with OCLC standards as given in the following documents: Fixed and Variable Field Tags for Books (revised May 1979), Fixed and Variable Field Tags for Serial Records Used in the OCLC System (April 1978), and On-line Cataloging of Maps (September 1976). Additions and changes made to date in order to reflect the Anglo-American Cataloguing Rules, 2nd edition are in the Appendix of the specifications. In preparing these additions and changes the following OCLC documentation was used: Books Format, Serials Format, and Maps Format. In order to deal with the change to AACR2, it was decided to have two separate microfiche catalogs with no links between the two. The first contains pre-AACR2 cataloging input

from January 1979 to December 1980, and the second will contain AACR2 cataloging input from January 1981 until the end of the cataloging project.

The specifications were developed to meet the requirements of Colorado State University Libraries. The specifications can be adapted to the needs of other libraries by, for example, adding or deleting fields or subfields or by modifying other aspects such as indentations or filing. Libraries using classification numbers in fields other than the Ø99 field would, of course, find it necessary to adjust the corresponding specifications. Close attention to detail should be given when preparing or modifying any specifications. It is also important to maintain a close working relationship with the vendor.

The authors would like to thank the following for their assistance in the preparation of the specifications: Stuart Greenberg, U.S. Government Printing Office; Dan Miller, Blackwell North America, Inc,; and Mike Moen, formerly of Blackwell North America, Inc.

SPECIFICATIONS

TITLE INDEX

I. FIELDS TO BE INDEXED (ACCESS POINTS)

OCLC Tag	Descriptive name	Treatment
130	Uniform title heading	Print subfield a
212	Varying title	(If first indicator is 1) print subfield a
222	Key title	(If first indicator is 1) print subfields a, b
240	Uniform title	(Regardless of first indicator) print subfield a
245	Title	(A) If first indicator is 1 or Ø and 1xx is present, print subfield a, b, d, e. Suppress "/" (slash) if present. (B) If first indicator is Ø and 1xx is NOT PRESENT, print 245 as the access point followed by the full bibliographic record.
246	Varying forms of title	(If first indicator is 1 or 3) print subfields a, b, d, e
247	Former titles or title variations	(If first indicator is 1) print subfields a, b, d, e
440	Series-Title	Print subfields a, v
730	Added entry-Uniform title heading	Print subfield a
740	Added entry-Title traced differently	Print subfield a
770	Supplement/Special issue entry	Print subfield t
772	Parent record entry	Print subfield t
830	Series added entry-Uniform title	Print subfield a
840	Series added entry-Title	Print subfields a, v

II. FIELDS TO DISPLAY UNDER EACH ACCESS POINT

Display full bibliographic record (See p. 9 for specifications)
Note: Full bibliographic record will already be displayed in item (B) of 245 above.

III. FORMAT

A. Capitalize first word of access point. If first word is to be disregarded for filing purposes, capitalize second word also.

B. 1. Print 130, 212, 222, 240, 245 item (A), 246, 247, 440, 730, 740, 770, 772, 830, 840 beginning at 1st indention. If additional lines are needed, begin each at 2d indention.
Print 1xx at 3rd indention. If additional lines are needed, begin each at 4th indention.
Print 245 - 4xx at 5th indention. Begin each additional line at 3rd indention, unless instructed to print in note position. Print BNA number immediately after 245 - 4xx. Supply print constant "BNA$\emptyset$". Supply spacing as specified in examples in Attachments B3 and B4.
Print each 5xx on its own line at 5th indention. If additional lines are needed, begin each at 3rd indention.
Print 6xx - 8xx at 5th indention. If additional lines are needed, begin each at 3rd indention.
Print 099 on its own line at 2d indention.

2. For 245 item (B), print 245 - 4xx at 1st indention. Begin each additional line at 3rd indention. Print BNA number immeditaely after 245 - 4xx. Supply print constant "BNA$\emptyset$." Supply spacing as specified in examples in Attachments B3 and B4.
Print each 5xx on its own line at 5th indention. If additional lines are needed, begin each at 3rd indention.
Print 6xx - 8 xx at 5th indention. If additional lines are needed, begin each at 3rd indention.
Print 099 on its own line at 2d indention.

IV. FILING

First filing element: Access point (130, 212, 222, etc.)
NOTE: For B.2. only 245 subfields a, b, d, e, should be considered as first filing element.
Second filing element: If a title main entry and a title added entry are exactly the same, the title main entry should file before the title added entry.

FULL BIBLIOGRAPHIC RECORD

OCLC Tag	Descriptive Name	Treatment
Ø1Ø	LC card no.	Do not print.
Ø2Ø	ISBN	Print in note position after all 5xx. Print at indention for 5xx as specified in each index format. Supply print constant "ISBNØ" before subfield a, and insert hyphens after first, fifth, and ninth characters. (The tenth character must be a capital X) Suppress subfield b and subfield c.
Ø22	ISSN	Print in note position after all 5xx. Print at indention for 5xx as specified in each index format. Suppress subfield z.
Ø99	SuDoc no.	Print-see format for each index Supply print constant "/DOC" immediately after subfield a.
1ØØ	Main entry-Personal name	Print all subfields in order of appearance
11Ø	Main entry-Corporate name	Print all subfields in order of appearance
111	Main entry-Conference name	Print all subfields in order of appearance
13Ø	Main entry-Uniform title heading	Print all subfields in order of appearance
212	Variant title	Do not print.
222	Key title	Print all subfields as last note regardless of first indicator. Supply print constant "Key title:Ø"
24Ø	Uniform title	Regardless of first indicator, print on its own line between 1xx and 245 Enclose in brackets.
245	Title	Print all subfields. If first indicator is 1, print "Title." with Roman numeration after tracing last 7ØØ, 71Ø 711, or 73Ø (before 74Ø) in tracing. If first indicator is Ø and 1xx is present, print "Title." with Roman numeration after tracing last 7ØØ, 71Ø, 711, or 73Ø (before 74Ø) in tracing.

OCLC Tag	Descriptive Name	Treatment
246	Varying forms of title	If first indicator is 2 or 3 do not print. If first indicator is Ø or 1 and second indicator is Ø, 1, or 9 do not print. If first indicator is Ø or 1 and second indicator is 2, 3, 4, 5, 6, 7, 8 print as a note immediately before 5xx notes with print constants as specified by second indicator: 2=Distinctive title:ƀ 3=Other title:ƀ 4=Cover title:ƀ 5=Added title page title:ƀ 6=Caption title:ƀ 7=Running title:ƀ 9=Spine title:ƀ If first indicator is 1 or 3, print "Title:ƀ" with Roman numeration followed by subfield a, b, e, d after tracing all 7xx and title tracings generated by 245 field.
247	Former titles or title variations	Print if second indicator is Ø Print before 5xx notes and after 246 notes, with constant "Title varies:ƀ" If subfield x is present supply print constant "ISSN" If first indicator is 1, print added entry with print constant "Title:ƀ"
25Ø	Edition	Print all subfields
26Ø	Imprint	Print all subfields regardless of indicators.
3ØØ	Collation	Print all subfields
31Ø	Current frequency	Print all subfields on separate line after 3ØØ and 4xx Print at indention for 5xx as specified in each index format.
315	Frequency for maps	(Will supply specifications at a later date)
321	Former frequency	Print all subfields on separate line after 31Ø Print at indention for 5xx as specified in each index format.
362	Dates of publication and volume designation	Print all subfields. If first indicator is Ø, print immediately after 245 If first indicator is 1, print in note position after 3xx and 4xx.

OCLC Tag	Descriptive Name	Treatment
4xx	Series	Print all subfields. Enclose each 4xx in parentheses. Print immediately after 3ØØ If more than one 4xx, print as a continuous line in the order of appearance on record. If subfield x is present, supply print constant "ISSNb" immediately before subfield x. For first 4ØØ, 41Ø, 411, 44Ø print "Series." with Roman numeration as last tracing. For each additional 4ØØ, 41Ø, 411, 44Ø print "Series:b" with Roman numeration followed by all subfields except x. Print in order on record following preceding 4ØØ, 41Ø, 411, 44Ø. Note: No tracing will be generated for 49Ø
5xx	Notes	Print all notes in order of appearance on record after last 4xx or after other notes generated by other fields instructed to appear before it. Print each 5xx on its own line
5ØØ	General note	Print.
5Ø1	Bound with note or two or more works on a reel	Print.
5Ø2	Dissertation note	Print.
5Ø3	Bibliographic history note	Print.
5Ø4	Bibliography note	Print.
5Ø5	Contents note	Print. If first indicator is Ø or 1, supply print constant "CONTENTS:b" If first indicator is 2, supply print constant "PARTIAL CONTENTS:b"
5Ø6	Limited use note	Print.
5Ø7	Scale note (map)	Print.
51Ø	Indexing and abstracting coverage note	Print all subfields. If first indicator is Ø, supply print constant "Indexed by:b" If first indicator is 1, supply print constant "Indexed in its entirety by:b" If first indicator is 2, supply print constant "Indexed selectively by:b"

OCLC Tag	Descriptive Name	Treatment
515	Numbering peculiarities note	Print all subfields.
52Ø	Abstract or annotation note	Print all subfields.
525	Supplement note	Print all subfields.
53Ø	Additional physical forms available note	Print all subfields.
533	Photoreproduction note	Print all subfields
546	Language note	Print all subfields
547	Former title complexity note	Print all subfields
55Ø	Issuing bodies note	Print all subfields
555	Cumulative index note	Print Supply print constant "INDEXES:Ø"
57Ø	Editor note	Print all subfields
58Ø	Linking entry complexity note	Print all subfields
59Ø	Local note	Print
6xx-8xx	Subject headings, added entries, series added entries	Print all tracings on a continuous line in order of appearance on record
6xx	Subject headings	Print as tracings Second indicator will always be Ø Insert dashes before each x, y, z subfields Supply Arabic numeration Print after last 5xx
6ØØ	Subject heading-Personal	Print all subfields
61Ø	Subject heading-Corporate	Print all subfields
611	Subject heading-Conference	Print all subfields
63Ø	Subject heading-Uniform title heading	Print all subfields
65Ø	Subject heading-Topical	Print all subfields
651	Subject heading-Geographic name	Print all subfields

OCLC Tag	Descriptive Name	Treatment
69Ø	Local subject heading-Topical (serials)	Print all subfields
691	Local subject heading-Geographic name (serials)	Print all subfields
692	Local subject heading-Personal name (serials)	Print all subfields
693	Local subject heading-Corporate (serials)	Print all subfields
694	Local subject heading-Conference (serials)	Print all subfields
695	Local subject heading-Uniform title heading (serials)	Print all subfields
7ØØ-74Ø	Author & Title Added entries	Print as tracings in order of appearance on record after last 6xx, regardless of indicators Supply Roman numeration
7ØØ	Added entry-Personal	Print all subfields.
71Ø	Added entry-Corporate	Print all subfields.
711	Added entry-Conference	Print all subfields.
73Ø	Added entry-Uniform title	Print all subfields.
74Ø	Added entry-Title traced differently	Print all subfields and supply print constant "Title:ƀ" before subfields
76Ø-787	Linking entry fields	Print all subfields, except suppress w If subfield x is present, supply print constant "ISSNƀ" immediately before subfield x If subfield y is present, supply print constant "CODENƀ" immediately before subfield y.
76Ø	Main series entry	If first indicator is Ø, print as a note preceded by print constant "Main series:ƀ"
762	Subseries entry	If first indicator is Ø, print as a note preceded by print constant "Has subseries:ƀ"
765	Original language entry	If first indicator is Ø, print as a note preceded by print constant "Translation of:ƀ"
767	Translation entry	If first indicator is Ø, print as a note preceded by print constant "Translated as:ƀ"

OCLC Tag	Descriptive Name	Treatment
77Ø	Supplement/Special issue entry	If first indicator is Ø, print as a note preceded by print constant "Has supplement:ƀ"
772	Parent record entry	If first indicator is Ø, print as a note preceded by print constant "Supplement to:ƀ"
777	"Issued with" entry	If first indicator is Ø, print as a note preceded by print constant "Issued with:ƀ"
78Ø	Preceding entry	If first indicator is Ø, print as a note with print constants as specified by 2d indicator: Ø = Continues:ƀ 1 = Continues in part:ƀ 2 = Supersedes:ƀ 3 = Supersedes in part:ƀ 4 = Formed by the union of,ƀ__ƀand:ƀ__ 5 = Absorbed:ƀ 6 = Absorbed in part:ƀ
785	Succeeding entry	If first indicator is Ø, print as a note with print constants as specified by 2d indicator: Ø = Continued by:ƀ 1 = Continued in part by:ƀ 2 = Superseded by:ƀ 3 = Superseded in part by:ƀ 4 = Absorbed by:ƀ 5 = Absorbed in part by:ƀ 6 = Split into:ƀ__ƀand:ƀ__ 7 = Merged with:ƀ__ƀtoƀform:ƀ 8 = Changed back to:ƀ
787	Non specific relationship entry	Do not print
8ØØ-84Ø	Series added entry	Print as tracings in order of appearance on record after last 7xx, regardless of indicators. Supply Roman numeration Supply print constant "Series:ƀ"
8ØØ	Series added entry-Personal	Print all subfields
81Ø	Series added entry-Corporate	Print all subfields
811	Series added entry-Conference	Print all subfields
83Ø	Series added entry-Uniform title heading	Print all subfields

OCLC Tag	Descriptive Name	Treatment
84Ø	Series added entry-Title	Print all subfields
936	Dates or v. designations of pieces used for cataloging	Do not print

TITLE INDEX - FORMAT
(MONOGRAPHS)

1st indention
2d indention
3rd indention
4th indention
5th indention

AN APPRAISAL of potential for outdoor recreational developments in Mason County, Washington.
Mason County Soil and Water Conservation District.
An appraisal of potential for outdoor recreational developments in Mason County, Washington / prepared by Mason County Soil and Water Conservation District. -- [s.l.] : Soil Conservation Service, 1967. ÞÞÞ28 p. : ill. ; 27 cm. -- (Appraisals series ; no. 56) ÞÞÞNAÞUX186615
Cover title.
A cooperative effort of the U. S. Soil Conservation Service and others.
Bibliography: p. 27-28.
1. Outdoor recreation--Washington (State)--Mason County. 2. Recreation areas--Washington (State)--Mason County. I. United States. Soil Conservation Service. II. Title.
A 57.57:W 27/29/DOC

1st indention
2d indention
3rd indention
5th indention

AN APPRAISAL of potential for outdoor recreational developments in Larimer County, Colorado. -- [s.l. : s.n.], 1970. ÞÞÞ44 p. : ill., col. maps ; 27 cm. -- (Appraisals series ; no. 67) ÞÞÞNAÞUX186615
Cover title.
A cooperative effort of the U. S. Soil Conservation Service and others.
Bibliography: p. 44.
1. Outdoor recreation--Colorado--Larimer County. 2. Recreation areas--Colorado--Larimer County. I. United States. Soil Conservation Service.
A 57.57:C 32/11/DOC

TITLE INDEX - FORMAT
(SERIALS)

1st indention
2d indention
3rd indention
4th indention
5th indention

RESEARCH note - Hydrologic Engineering Center.
Hydrologic Engineering Center.
Research note - Hydrologic Engineering
Center. no. 1-ÞÞÞ[Davis, Calif.] Hydrologic
Engineering Center, Corps of Engineers, U.S.
Army, 1970-ÞÞÞÞÞÞÞÞÞno. ill. 27 cm.ÞÞÞBNAÞUX186615
Includes bibliographies.
1. Hydrology--Collected works. I. United
States. Army. Corps of Engineers. II. Title.
D 103.55/4/DOC

1st indention
2d indention
3rd indention
5th indention

MICRONESIAN reporter. v. 4, no. 2-ÞÞÞMar./Apr.
1956-ÞÞÞÞÞSaipan, Public Information Office,
Trust Territory of the Pacific Islands [etc.]
v. 27 cm.ÞÞÞBNAÞUX186615
Quarterly
Frequency varies,ÞÞÞÞÞ-1967
Continues: Micronesian monthly
1. Micronesia--Periodicals. 2. Micronesia--
History--Periodicals. I. Pacific Islands (Ter.)
I 35.16/7/DOC

SUBJECT INDEX

I. FIELDS TO BE INDEXED (ACCESS POINTS)
Note: 2d indicator will always be Ø.

OCLC Tag	Descriptive name	Treatment
600	Personal name	Print all subfields
610	Corporate name	Print all subfields
611	Conference	Print all subfields
630	Uniform title headings	Print all subfields
650	Topical name	Print all subfields
651	Geographic name	Print all subfields
690	Topical name (serials)	Print all subfields
691	Geographic name (serials)	Print all subfields
692	Personal name (serials)	Print all subfields
693	Corporate name (serials)	Print all subfields
694	Conference (serials)	Print all subfields
695	Uniform title headings (serials)	Print all subfields

II. FIELDS TO DISPLAY UNDER EACH ACCESS POINT

1xx	subfields a, q, b, c, d, e, g, k
245	subfields a, b, d, e Suppress "/" (slash) if present
260	subfield c
300	all subfields
504	
6xx	all subfields
099	

III. FORMAT

A. Capitalize entire access point.
Insert dashes between subfields x, y, z.
Print each access point beginning at 1st indention. If additional lines are needed, begin each at 2d indention.

B. 1. If 1xx is present, print 1xx at 4th indention. If additional lines are needed, begin each at 5th indention.
Print 245 - 300 at 6th indention. If additional lines are needed, begin each at 4th indention. Supply punctuation and spacing as specified in examples in Attachment C2. Print BNA number immediately after 245-300. Supply print constant "BNAØ". Supply spacing as specified in examples in Attachment C2.
Print 6xx beginning at 6th indention. If additional lines are needed, begin each at 4th indention. Supply Arabic numeration.
Insert dashes before x, y, z subfields.
Print 099 on its own line at 2d indention.

2. If 1xx is NOT PRESENT, print 245 - 300 at 3rd indention. If additional lines are needed, begin each at 4th indention. Supply punctuation and spacing as specified in examples in Attachment C2. Print BNA number immediately after 245-300. Supply print constant "BNAØ". Supply spacing as specified in examples in Attachment C2.
Print 6xx beginning at 6th indention. If additional lines are needed, begin each at 4th indention. Supply Arabic numeration. Insert dashes before x, y, z, subfields.
Print 099 on its own line at 2d indention.

IV. FILING

First filing element: Access point (6xx)
Second filing element: Main entry (1xx if present; 245 if 1xx is not present)
Third filing element: 245 - 260 subfield c

SUBJECT INDEX - FORMAT

1st indention
2d indention
4th indention
5th indention
6th indention

B.1. OUTDOOR RECREATION--WASHINGTON (STATE)--MASON COUNTY.
Mason County Soil and Water Conservation District.
An appraisal of potential for outdoor recreational developments in Mason County, Washington. 1967. 28 p. : ill. ; 27 cm. BNA UX186615
Bibliography: p. 27-28.
1. Outdoor recreation--Washington (State)--Mason County. 2. Recreation areas--Washington (State)--Mason County.
A 57.57:W 27/29/DOC

1st indention
2d indention
3rd indention
4th indention
6th indention

B.2. OUTDOOR RECREATION--WASHINGTON (STATE)--MASON COUNTY.
An appraisal of potential for outdoor recreational developments in Mason County, Washington. 1967. 28 p. : ill. ; 27 cm. BNA UX186615
Bibliography: p. 27-28.
1. Outdoor recreation--Washington (State)--Mason County. 2. Recreation areas--Washington (State)--Mason County.
A 57.57:W 27/29/DOC

AUTHOR INDEX

I. FIELDS TO BE INDEXED (ACCESS POINTS)

OCLC Tag	Descriptive name	Treatment
100	Main entry-Personal	Print subfields a, b, c, d, e, k, t
110	Main entry-Corporate	Print subfields a, b, e, k, t
111	Main entry-Conference	Print subfields a, q, b, c, d, e, g, k, t
400	Series-Personal	Print subfields a, b, c, d, e, k, t, v
410	Series-Corporate	Print subfields a, b, e, k, t, v
411	Series-Conference	Print subfields a, q, b, c, d, e, g, k, t, v
700	Added entries-Personal	Print subfields a, b, c, d, e, k, t
710	Added entries-Corporate	Print subfields a, b, e, k, t
711	Added entries-Conference	Print subfields a, q, b, c, d, e, g, k, t
800	Added entries series-Personal	Print subfields a, b, c, d, e, k, t, v
810	Added entries series-Corporate	Print subfields a, b, e, k, t, v
811	Added entries series-Conference	Print subfields a, q, b, c, d, e, g, k, t, v

II. FIELDS TO DISPLAY UNDER EACH ACCESS POINT

245	subfields a, b, d, e Suppress "/" (slash) if present
260	subfield c
300	all subfields
099	

III. FORMAT

Capitalize entire access point.
Print each access point beginning at 1st indention. If additional lines are needed, begin each at 2d indention.
If subfield t is present, print at 2d indention. If additional lines are needed, begin each additional line at 2d indention.
Print 245 - 300 at 3rd indention. If additional lines are needed, begin each line at 3rd indention. Supply punctuation and spacing as specified in examples in Attachment D2. Print BNA number immediately after 245 - 300. Supply print constant "BNA". Supply spacing as specified in examples in Attachment D2.
Print 099 on its own line at 2d indention.

IV. FILING

First filing element: Access point (100, 110, 111, etc.)
Second filing element: Subfields t, v if present in access point; 245 - 300 if subfields t, v not present in access point.
Third filing element: 245 - 300 subfield c.

AUTHOR INDEX - FORMAT

1st indention
2d indention
3rd indention

MASON COUNTY SOIL AND WATER CONSERVATION
DISTRICT.
An appraisal of potential for outdoor
recreational developments in Mason
County, Washington.ÞÞ1967.ÞÞÞÞ28 p. :
ill. ; 27 cm.ÞÞÞBNAÞUX186615
A 57.57:W 27/29/DOC

1st indention
2d indention
3rd indention

subfield t present

HYDROLOGIC ENGINEERING CENTER.
TECHNICAL PAPER - HYDROLOGIC ENGINEERING
CENTER ; NO. 16.
A hydroelectric water resource system
modeling technique.ÞÞ1969.ÞÞÞÞ31 p. :
ill. ; 27 cm.ÞÞÞBNAÞUX186615
D 103.55:16/DOC

REPORT/SERIES INDEX

I. FIELDS TO BE INDEXED (ACCESS POINTS)

OCLC Tag	Descriptive name	Treatment
440	Series-Title	Print subfields a, v
490	Series untraced or traced differently	(Regardless of 1st indicator) print subfield a
830	Series added entry-Title	Print subfields a, v
840	Series added entry-Title	Print subfields a, v

II. FIELDS TO DISPLAY UNDER EACH ACCESS POINT

245	subfields a, b, d, e Suppress "/" (slash) if present
260	subfield c
099	

III. FORMAT

Print each access point beginning at 1st indention. If additional lines are needed, begin each at 2d indention.
Print 245 - 260 subfield c at 3rd indention. If additional lines are needed, begin each at 3rd indention. Supply punctuation and spacing as specified in examples in Attachment E2. Print BNA number immediately after 245 - 260 subfield c. Supply print constant "BNA␣". Supply spacing as specified in examples in Attachment E2.
Print 099 on its own line at 2d indention.

IV. FILING

First filing element: Access point (440, 490, 830, 840)
Second filing element: 245 - 260 subfield c.

REPORT/SERIES INDEX-FORMAT

1st indention
2d indention
3rd indention

Chemical engineering laboratory
report SI ; no. 17.
Physical and chemical properties of good hydrocarbon solvents.¥¥1958.¥¥¥BNA¥UX186615
I 27.46:17/DOC

1st indention
2d indention
3rd indention

USDA-SCS-EIS-WS-(Adm) ; 78-1-F-MO
Watershed plan and environmental impact statement, Mozingo Creek watershed, Missouri.¥¥1978.¥¥¥ BNA¥UX186615
A 57.65/2:M 939/DOC

1st indention
2d indention
3rd indention

Technical paper - Hydrologic Engineering Center ; no. 16.
A hydroelectric water resource system modeling technique.¥¥1969.¥¥¥ BNA¥UX186615
D 103.55:16/DOC

APPENDIX

(Additions and Changes)

TITLE INDEX

(Additions and Changes)

I. FIELDS TO BE INDEXED (ACCESS POINTS)

OCLC Tag	Descriptive name	Treatment
245	Title	(A) If first indicator is 1 or 0 and 1xx is present, print subfield a, n, p, b. Suppress "/" (slash) if present.
246	Varying forms of title	(If first indicator is 1 or 3) print subfields a, n, p, b
440	Series-Title	Print subfields a, n, p, v
830	Series added entry-Uniform title	Print subfields a, t, n, p, l, f, k, s, g, d, v

FULL BIBLIOGRAPHIC RECORD

(Additions and Changes)

OCLC Tag	Descriptive Name	Treatment
088	Report number	Do not print

SUBJECT INDEX

(Additions and Changes)

II. FIELDS TO DISPLAY UNDER EACH ACCESS POINT

245 subfields a, n, p, b

AUTHOR INDEX

(Additions and Changes)

I. FIELDS TO BE INDEXED (ACCESS POINTS)

OCLC Tag	Descriptive name	Treatment
100	Main entry-Personal	Print subfields a, q, b, c, d, e, k, t, n, p, l, f
110	Main entry-Corporate	Print subfields a, b, n, d, c, e, k, t, p, l, f, g, u
111	Main entry-Conference	Print subfields a, n, d, c, e, g, k, t, p, l, f
700	Added entries-Personal	Print subfields a, q, b, c, d, e, k, t, n, p, l, f
710	Added entries-Corporate	Print subfields a, b, n, d, c, e, k, t, p, l, f, g, u
711	Added entries-Conference	Print subfields a, n, d, c, e, g, k, t, p, l, f
800	Added entries series-Personal	Print subfields a, q, b, c, d, e, k, t, n, p, l, f, s, v
810	Added entries series-Corporate	Print subfields a, b, n, d, c, e, k, t, p, l, f, g, s, u, v
811	Added entries series-Conference	Print subfields a, n, d, c, e, g, k, t, p, l, f, s, v

II. FIELDS TO DISPLAY UNDER EACH ACCESS POINT

245	Subfields a, n, p, b

REPORT/SERIES INDEX

(Additions and Changes)

I. FIELDS TO BE INDEXED (ACCESS POINT)

OCLC Tag	Descriptive name	Treatment
088	Report number	Print
440	Series-Title	Print subfields a, n, p, v
490	Series untraced or traced differently	DO NOT PRINT (Will NOT be an access point)
830	Series added entry-Uniform title	Print subfields a, t, n, p, l, f, k, s, g, d, v

II. FIELDS TO DISPLAY UNDER EACH ACCESS POINT

245 Subfields a, n, p, b

IV. FILING

First filing element: Access point (088, 440, 830)